



Parks, Recreation and Open Space (PROS) Commission Meeting Agenda

Meeting Title: PROS Commission

Meeting Date: March 31, 2026

Attendance:

- Matthew Lunn, Chair - [present](#)
- Candace Sotwick, Vice Chair - [present](#)
- Toby Levy, Secretary - [present](#)
- Shelly Blair, Member - [present](#)
- Heather Crosby, Member - [present](#)
- Andrei Teudean, Member - [present](#)
- Jody Walker, Member - [present](#)

Facilitator: Matthew Lunn, Chair

Meeting Timeframe: 5:30 p.m. until 7:30 p.m.

- Mary Colton, PROS Director - [present](#)
- Brett Collins, Park Project Manager - [present](#)
- Meagan Arvidson, Deputy Director of Recreation - [present](#)
- Jared Musil, Deputy Director of Parks, Forestry & Open Space - [present](#)
- Brenda Mooney, Special Projects Analyst - [present](#)

2026 PROS Commission Goals

1. Build a committee structure and implement at least 1 committee for PROS Commission.
2. Conduct outreach and engagement activities to improve PROS Commission advocacy.
3. Increase collaboration between PROS Commission and key stake holders to promote Salisbury Regional Park. (Donation/Recognition)

Meeting Items

Topic	Facilitator	Vote?	Details/Notes	Action?
Call to Order	Matt		Meeting called to order at 5:31 p.m.	
Roll Call	Toby		See above	Yes
			<p>Brian O’Malley spoke in favor of creating a volunteer PROS Trail Crew in Parker. He came mainly as a representative of Douglas County Open Space Advisory Committee (COSAC) as well as a volunteer for Douglas County Open Space. Brian pointed out the following:</p> <p>Minimal capital investment required, mainly tools for trail crews. Staff involvement is kept minimal to reduce overhead, but a staff point-person remains necessary for guidance. The volunteer model helps address resource constraints without significant budget increases. Existing tool inventories might already cover many needs, limiting new expenses. Volunteers operate under supervision to prevent uncoordinated activities, especially with trail maintenance. Volunteer efforts enable the town to pursue projects previously outside staff capacity. Activities provide visible, tangible ways for the public to contribute to open space health.</p>	
Public Comment	Matt			
Approval of March 31, 2026 Agenda	Matt	Yes	Motion to approve: Toby	Yes

			Second: Candace In Favor: All Abstain: None	
Approval of January 27, 2026 Minutes	Matt	Yes	Motion to approve: Jody Second: Shelly In Favor: All Abstain: None	Yes
Discussion Items, Old and New Business	Varies	Varies		Varies
Upcoming Engagement Opportunities	Brenda			Yes
Next Meeting Date: May 19, 2026	Matt			
Adjourn	Matt		Meeting adjourned at 7:36 p.m.	

Discussion Items

Topic	Facilitator	Notes	Action Item?
Staff Updates <ul style="list-style-type: none"> ▪ Master Plan ▪ Capital Projects ▪ Budget Preparation ▪ PSC Feasibility Study ▪ Public Safety and Smart Lighting Project at O'Brien Park 	Staff	<p>Parks & Rec is working with BerryDunn Consulting to create a new Parks, Recreation, Open Space, Trails and Greenways Master Plan and a standalone Strategic Plan. The anticipated schedule for completing the scope of work is 12-14 months and will be done in 7 Phases: Phase 1: Discovery; Phase 2: Data Review and Plan Integration; Phase 3: Sustainability Component; Phase 4: Community and Stakeholder Engagement; Phase 5: Draft Integrated and Final Parks, Recreation, Open Space, Trails and Greenways Master Plan; Phase 6: Implementation; Phase 7: Strategic Plan and Adoption</p> <p>Salisbury Regional Park Update:</p> <ul style="list-style-type: none"> • Phase 1 is currently scheduled for completion in September 2026. It includes (4) Lighted Natural Grass Baseball/Softball Ballfields, (2) Lighted Synthetic Turf Multi-Use Fields, Trail Connection to Cherry Creek and Parking/Restrooms/Landscape/Utility Infrastructure. • Phase 2 is currently being designed/2026 Shareback Funds Requested. Anticipated construction starts October 2026 (amenities dependent on funding and bidding). Plan calls for (17) Court Lighted Pickleball Complex, (2) Tennis Courts w/four pickleball overlays, (2) Basketball Courts, Outdoor Programmable Fitness area, Inclusive Playground/Splashpad, Community Hub Pavilion/Valley Overlook 	No

Pavilion, Bike Park Pump Track/Skills Course, Parking/Restrooms/Landscape/Utilities.

- Newlin Gulch Regional Trail is nearly complete. Brett will be looking for a group to paint murals.
- Looking Glass Community Park is complete and open. Brett is happy with how the new LED lights are working out. Lots of people are already using the park. Builder is required to maintain it for the next 2 years and then it will be handed over to the town.

Mary gave a 2025 financial overview. See slides 8 & 9 of presentation. Cost Recovery percentage is at a 5 year low of 62% but still within the range required by town Council.

BerryDunn Consulting conducted the Parker Senior Center Feasibility Study. They will present the Final Report to Town Council – June 8, Sr. Ctr. Board – June 16. Key points from the study:

- Engagement has exceeded expectations: 621 survey responses (goal was 400) and 44 Ideas Wall comments.
- The Senior Center is well utilized and serves as an essential hub: visitation is steady and growing, users stay for extended periods, and it is the only publicly accessible senior center in the Town.
- Continued Town support appears cost-effective: Senior Center provides community benefit at a lower cost than developing a new or separate senior facility.
- There are clear opportunities to extend senior services through coordination: better alignment with the Recreation Center and community partners could expand offerings town-wide without duplicating facilities.
- Program optimization is a key opportunity: some fitness and exercise programming may be better suited to the Rec Center, freeing limited Senior Center space for social, educational, and connection-focused activities.

Jared gave update of camera and lighting project at O'Brien Park using Nureal.ai. There has been

		<p>recurring/increased vandalism and after-hours misuse with recent repair costs ranging from \$6K - \$30K per incident. Nureal will be providing a solution that comprises of cameras, smart lighting, AI and installation for the park to monitor and detect when problems arise. The data includes pedestrian tracking, vehicle tracking, the act of loitering and the act of vandalism, 24x7 and with active notifications. The town is applying for SIPA GovGrant in the amount of \$259,831 which would pay for the software and a 3 yr. service agreement for Nureal.ai, among other things. SIPA announces grant awards in mid-July and Jared has high confidence the grant will be awarded to the town. Shelly has great concerns about the cameras recording children at O'Brien Park during operating hours. She suggested cameras only be recording when the park is closed. Shelly is also concerned about the reliability of Nureal as a company in the event they are sold i.e. what would happen to our stored data. She sent an email to Jared with 17 questions about this project, and he is working on getting her a response. Mary mentioned that Council granted approval for staff to proceed with the SIPA Grant application. PROS Commission is not being asked to recommend on this project.</p>	
<p>Commission Update</p> <ul style="list-style-type: none"> ▪ Review of Formal Requests <ul style="list-style-type: none"> ○ Proposed Trail Crew (Toby) ○ Proposed Committees (Jody) ▪ Review of New Requests, if any ▪ Discussion Items: <ul style="list-style-type: none"> ○ Trail Awareness Strategies: Andrei ○ Salisbury Park Promotion Plan: Candace ○ Trail Connectivity Promotion: Candace ○ Website Updates: Candace ○ Budget Review 2026: Candace ○ Community Committee Formation: Candace ▪ Public Art Commission representative requested ▪ Update on Annual Goals 	<p>Members</p>	<p>It was decided the proposed PROS Trail Crew met the criteria of the first and second goals for 2026. Some action items for Toby:</p> <ol style="list-style-type: none"> 1. Confirm available tool inventory at Motsenbocker with Ben. 2. Identify staff point-of-contact to act as go-to for volunteer crews. <p>Motion to move forward with the PROS Trail Crew sub-committee process: Toby Second: Candace In Favor: All Abstain: None</p> <p>Jody will submit another request in the future if other sub-committees are needed. Mary suggested some committees could be on an ad-hoc basis and not formalized.</p>	<p>Yes</p>

	<p>Andrei would like more marketing to showcase the town hiking and biking trails. The interactive trail map on the website needs to be updated as soon as possible. Brenda will ask Jamie to attend our July meeting to discuss her marketing plan for promoting Town Trails and Salisbury Regional Park. Andrei will formalize his request through the form with hopes of having materials ready before Bike to Work Day in June.</p> <p>The Town of Parker and the Parks and Rec websites are undergoing a 3-year update/refresh. Marketing department is working on this.</p> <p>Discussion regarding Public Art Commission representative. The only commission member who is interested is Jody. It was decided Jody would be the PROS Commission representative to the Public Art Commission going forward.</p>
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2026 Engagement Opportunities

Event	Date, Time	On-Site Contact	Location	Who	Needs
Earth Day Trail Clean Up	4/18 - 1:00 p.m.	Toby Levy	PACE Center parking lot. Clean Sulphur Gulch trail going west from Pace Center		
Arbor Day Celebration	4/25 - 9 a.m.	Jaime Vollertsen	Discovery Park		
Senior Stroll	5/27 - 9 a.m.	Heather Ballantyne	Salisbury Park		
Bike to Work Day	6/24	Brenda Mooney	Recreation Center/Trail		
Farmers Market	7/26	Brenda Mooney	Mainstreet		
Honey Festival	8/2	Lindsay Bagby	O'Brien Park		
Parker Proud Showcase	9/12	Brenda Mooney	O'Brien Park		

Action Item Summary

Topic	Responsible Party	Due Date
Obtain signatures on January 27 minutes, Send to Town Clerk	Brenda	April 1

Parks, Recreation and Open Space Advisory Commission

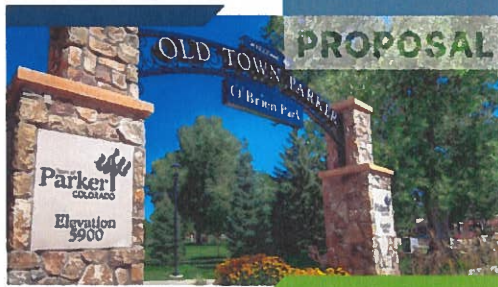


March 31, 2026
Meeting

PARKS, RECREATION AND OPEN SPACE DEPARTMENT



Department Update - Parks, Recreation and Open Space Master Plan



TECHNICAL PROPOSAL TO THE
Town of Parker

Comprehensive Parks, Recreation,
Open Space, Trails and Greenways
Master Plan Update and stand-
alone Strategic Plan

SUBMITTED BY
Berry, Dunn, McNeil & Parker, LLC
2211 Congress Street, Portland, ME 04102

Chad Snow, Project Principal
Berry, Dunn, McNeil & Parker, LLC
chad@berrydunn.com

James "J.R." Clanton, Project Manager
Berry, Dunn, McNeil & Parker, LLC
james.clanton@berrydunn.com

Ryan Hegremess, Engagement Manager
Berry, Dunn, McNeil & Parker, LLC
ryan.hegremess@berrydunn.com

Submitted March 10, 2026

Anticipated Schedule

Below is our anticipated schedule for completing the Town's requested scope of work. We expect the project to take approximately 12-14 months and look forward to collaborating with the Town to finalize the timeline. We remain flexible to adjust the schedule as needed—whether to accelerate or extend the process—while helping to ensure consistent progress and momentum throughout the project.

Table 1: BerryDunn's Proposed Schedule

Phase / Months	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Ongoing Project Management	●	●	●	●	●	●	●	●	●	●	●	●	●	●
Phase 1: Discovery	●	●												
Phase 2: Data Review and Plan Integration	●	●	●	●	●	●								
Phase 3: Sustainability Component			●	●	●	●	●	●	●					
Phase 4: Community and Stakeholder Engagement				●	●	●	●	●	●					
Phase 5: Draft Integrated and Final Parks, Recreation, Open Space, Trails, and Greenways Master Plan								●	●	●				
Phase 6: Implementation											●			
Phase 7: Strategic Plan and Adoption												●	●	●

PARKS, RECREATION AND OPEN SPACE DEPARTMENT



Department Update – Salisbury Regional Park

Phase 1

- (4) Lighted Natural Grass Baseball/Softball Ballfields
- (2) Lighted Synthetic Turf Multi-Use Fields
- Trail Connection to Cherry Creek
- Parking/Restrooms/Landscape/Utility Infrastructure
- Currently scheduled for completion in September 2026



PARKS, RECREATION AND OPEN SPACE DEPARTMENT



Department Update – Salisbury Regional Park

Phase 2

(amenities dependent on funding and bidding)

- (17) Court Lighted Pickleball Complex
- (2) Tennis Courts w/four pickleball overlays
- (2) Basketball Courts
- Outdoor Programmable Fitness area
- Inclusive Playground/Splashpad
- Community Hub Pavilion/Valley Overlook Pavilion
- Bike Park Pump Track/Skills Course
- Parking/Restrooms/Landscape/Utilities
- Currently being designed/2026 Shareback Funds Requested
- Anticipated construction start October 2026



PARKS, RECREATION AND OPEN SPACE DEPARTMENT



Department Update – Newlin Gulch Regional Trail



PARKS, RECREATION AND OPEN SPACE DEPARTMENT



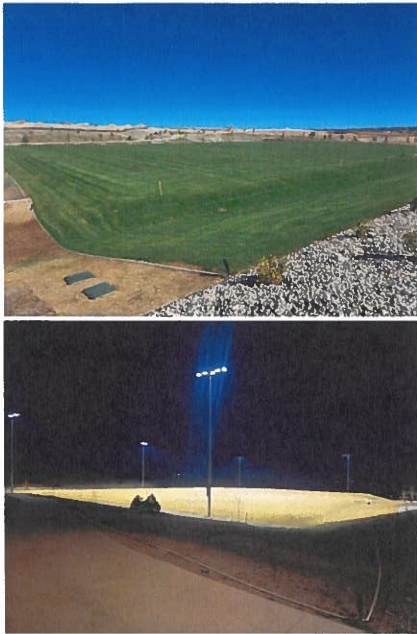
Department Update – Looking Glass Community Park



PARKS, RECREATION AND OPEN SPACE DEPARTMENT



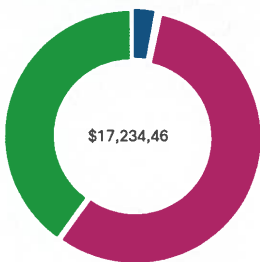
Department Update – Looking Glass Community Park



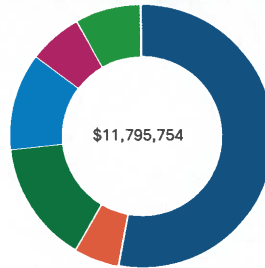
PARKS, RECREATION AND OPEN SPACE DEPARTMENT



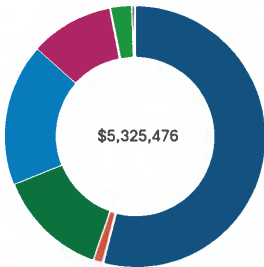
Department Update – 2025 Financial Overview



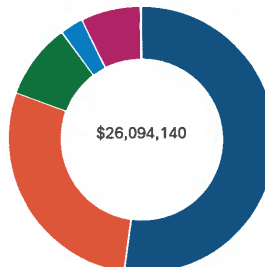
- Parks & Recreation Fund Total Expenditures**
- Salaries and Benefits - 2.93%
 - Supplies - 0.00%
 - Purchased Services - 0.32%
 - Internal Services - 0.18%
 - Capital Outlay - 56.49%
 - Transfers Out - 40.07%



- Recreation Fund Total Expenditures**
- Salaries and Benefits - 52.94%
 - Supplies - 5.51%
 - Purchased Services - 14.88%
 - Internal Services - 12.00%
 - Utilities/Insurance - 6.60%
 - Capital Outlay - 8.08%



- General Fund/Parks & Open Space Total Expenditures**
- Salaries and Benefits - 54.08%
 - Supplies - 1.22%
 - Purchased Services - 13.70%
 - Internal Services - 17.65%
 - Utilities/Insurance - 10.40%
 - Capital Outlay - 2.54%
 - Contributions - 0.40%

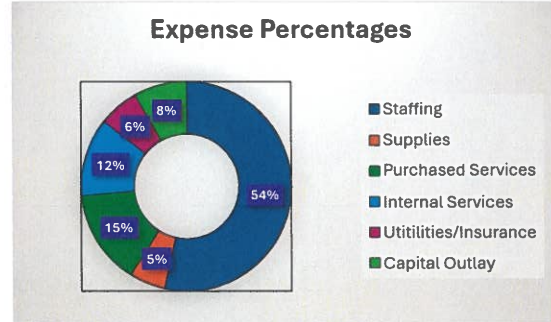
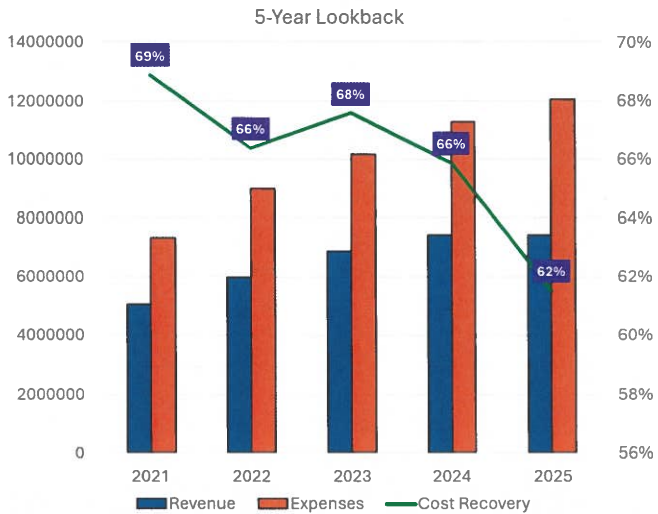


- Special Revenue Funds Total Revenue**
- Sales and Use Tax - 52.27%
 - Charges for Services - 28.38%
 - Miscellaneous - 9.19%
 - Conservation Trust Fund - 2.87%
 - Grants/Intergovernmental - 7.28%

PARKS, RECREATION AND OPEN SPACE DEPARTMENT



Department Update – Budget Preparation Overview



PARKS, RECREATION AND OPEN SPACE DEPARTMENT



Department Update – Parker Senior Center Feasibility Study

Aging Well in Parker
A Community Survey

The Town of Parker is conducting a feasibility study to better understand the needs of older adults in our community, which includes an assessment of the Parker Senior Center. This 5-minute survey is intended for *all residents* of Parker—whether or not you use the senior center.

Scan the QR code to visit the project website get involved in the planning process.

BerryDunn Consulting – Oct. 2025 – June 2026

•Final Report to Town Council – June 8, Sr. Ctr. Board – June 16

Preliminary Findings:

•**Engagement has exceeded expectations:** 621 survey responses (goal was 400) and 44 Ideas Wall comments; engagement closes 03/06/2026, giving us a strong and credible input base.

•**Assessment work is largely complete:** Building assessment complete, the environmental scan (demographics, mobility, market demand) is complete. Still waiting on a couple of responses for Peer Comparisons, adding 2025 Actuals to the Financial Analysis, and programming data.

•**The Senior Center is well utilized and serves as an essential hub:** visitation is steady and growing, users stay for extended periods, and it is the only publicly accessible senior center in the Town.

•**Demand is driven by aging-in-place residents:** the 55–74 population is the primary growth pipeline, indicating steady, long-term need rather than a short-term spike.

•**Continued Town support appears cost-effective:** Senior Center provides community benefit at a lower cost than developing a new or separate senior facility.

•**There are clear opportunities to extend senior services through coordination:** better alignment with the Recreation Center and community partners could expand offerings town-wide without duplicating facilities.

•**Program optimization is a key opportunity:** some fitness and exercise programming may be better suited to the Rec Center, freeing limited Senior Center space for social, educational, and connection-focused activities.

•**Town funding can be used strategically:** annual coordination expectations tied to funding could reduce overlap, improve efficiency, and ensure complementary senior services across organizations.

•**Overall direction:** the data points toward optimizing, coordinating, and strengthening the existing Senior Center's role

PARKS, RECREATION AND OPEN SPACE DEPARTMENT



Public Safety and Smart Lighting Project at O'Brien Park



The Issue: Recurring/Increased vandalism, after-hours misuse

Damaged amenities & increased maintenance costs

Recent costs range from \$6,000 - \$30,000/incident

Approximately \$18,000 in repair cost between 2023 and 2025

Background: 2020 – Spent \$54,000 in lighting upgrades, camera installation & increased patrol

Improvements enhanced visibility and safety, but ongoing vandalism continues

Limitations to existing technology with fixed infrastructure & reactive monitoring approaches

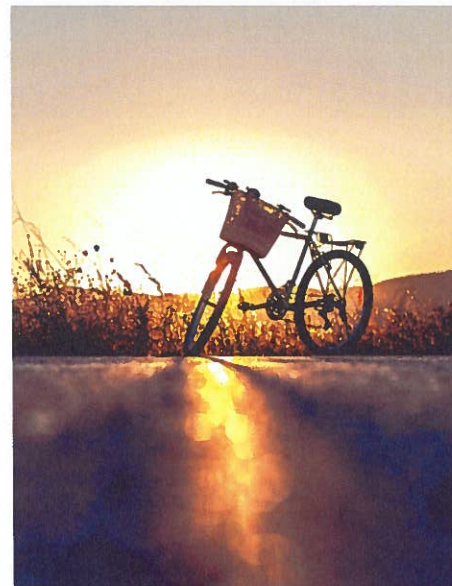
PARKS, RECREATION AND OPEN SPACE DEPARTMENT



Public Safety and Smart Lighting Project at O'Brien Park

Use Case: O'Brien Park

- **Our proposed project** takes all previous points into account; privacy, actionable data and 24x7 monitoring.
- **Nureal will be providing** a solution that comprises of cameras, smart lighting, AI and installation for the park to monitor and detect when problems arise.
- **The data we** are providing includes pedestrian tracking, vehicle tracking, the act of loitering, and most importantly, the act of vandalism, 24x7 and with active notifications.
- **The benefits:** proactive public safety that scales throughout the park, smart lighting that can illuminate to thwart off loitering, data to provide for proactive maintenance based on usage trends, notifications for AI triggered situations, capacity planning for parking and park safety.



PARKS, RECREATION AND OPEN SPACE DEPARTMENT



Public Safety and Smart Lighting Project at O'Brien Park



[SIPA GovGrants Program](#)

Funding

- Apply for a GovGrant through the State of Colorado and the Statewide Internet Portal Authority (SIPA)
- SIPA's GovGrant has a minimum of \$25,000 and no cap
- Grant amount applying for is \$259,831 to include:
 - Site planning and project development
 - Infrastructure, hardware, and installation
 - Software, and three-year service agreement for Nureal.ai
- Through discussion with Nureal.ai, SIPA, O'Brien use cases and Nureal.ai's work with other jurisdictions, Parks and Recreation has a high degree of confidence in the likelihood of being awarded the grant

PARKS, RECREATION AND OPEN SPACE DEPARTMENT



Public Safety and Smart Lighting Project at O'Brien Park



Proposed timeline for the grant and associated project milestones

- March 9- SIPA grant application window opens
- April 10- SIPA grant application window closes
- Mid-July- SIPA announces grant award
- August and beyond- Work with Nureal.ai to implement scope of work (SOW)

PARKS, RECREATION AND OPEN SPACE DEPARTMENT



Commission Update

Review of Requests

Discussion Items

Selection of Public Art Commission Liaison

Update on Goals

Preparation for Engagement Opportunities

- Earth Day Trail Clean Up, April 18
- Arbor Day Celebration, April 25
- Senior Stroll, May 27

PARKS, RECREATION AND OPEN SPACE DEPARTMENT



Minutes Prepared By:

A handwritten signature in black ink, appearing to read "Toby Levy", written over a horizontal line.

Toby Levy, Secretary – PROS Commission

Minutes Approved By:

A handwritten signature in black ink, appearing to read "Matthew Lunn", written over a horizontal line.

Matthew Lunn, Chair – PROS Commission